

Public Art Policy Guidelines

City of Frisco

Guidelines for Donations of Artwork

With the creation of Frisco's Public Art Program in 2002, residents have learned that public art contributes significantly to the image and the spirit of their city. It is the responsibility of the Public Art Board, on behalf of the citizens of Frisco to provide and approve all aspects related to the acceptance of public art of the highest quality that is appropriate to both location and use. Any party wishing to sponsor a gift of artwork to the City of Frisco should contact the Public Art Manager at the earliest possible time for a consultation on the review and acceptance process for donated artworks. An Art Selection Committee (ASC) will review all requests for donations and will make a recommendation to the full Public Art Board (PAB). The ASC committee consists of at least one member of the PAB, local stakeholders, residents, artists, and design professionals.

Note: The (PAB) is the committee appointed by the city council to assist the Public Art Manager in developing policies for selection, purchase, placement and maintenance of works of art acquired through the Public Art Program. They also make recommendations on the types of art appropriate to a project as well as selection of members for the ASC. Evaluation of the artwork acquired by the City and recommendations as to the use of the Percent for Art Funding is also done by this committee. The objectives of the following policy are:

- To provide uniform procedures for the review and acceptance of donations or works of art to the city of Frisco Public Art Program.
- To maintain high artistic standards in works of art displayed by the City of Frisco
- To vest in a single city program the responsibility for insuring the management and maintenance of the City's public artworks.
- To facilitate planning for the placement of works of art on City property/land.
- To facilitate appropriate recognition of artists and donors of works of art to the City of Frisco.

TYPES OF DONATIONS

• Existing Works of Art

Portable - works of a scale appropriate for rotation through public spaces belonging to the City of Frisco. The placement of portable works may not be stipulated as a condition of the gift.

Non-Portable - works of a scale larger than would be appropriate for the portable collection and would require a permanent site.

• Commissioned Works of Art

Works of art which are specifically commissioned gifts to the City of Frisco and which usually require a specific site.

REVIEW CRITERIA

- **Artistic Excellence.** Accepted works of art shall be original works of exceptional quality and enduring value which includes consideration of its artistic, social, and/or historical significance as judged by the (ASC) and the (PAB) .

- **Appropriateness to Site.** Relationship of the artwork to the site shall be considered in respect to the social, cultural, historical and physical context of the site, either existing or planned.

Selection Process. Donors of commissioned works should work with an art consultant and/or an art advisory committee in the selection of an artist(s) and artwork. The art consultant and advisory committees can give expert assistance on selection procedures, technical and budgetary concerns and on the uses, appropriateness, quality and variety of art options. (See Selection of an Artist)

- **Maintenance Provisions.** Maintenance concerns should be a primary consideration, with adequate provision made for the continued future maintenance. Sponsor of the project will provide (PAB) with detailed maintenance instructions for the work(s) of art. Provisions for the future maintenance shall be deposited into the Public Art Trust Fund.

- **Adherence to Existing Master Plans.** All works of art should adhere to the master plans of existing jurisdictions including but not limited to (PAB), The Parks and Recreation Department, and the Planning and Development department. The Public Art Manager will help to advise the sponsor of existing master plans in other varying departments.

REVIEW PROCESS**EXISTING WORKS OF ART: PORTABLE****1. Initial Contact with the Public Art Manager**

In order for a donation to be considered, the potential donor must obtain and complete an Artwork Donation Proposal form and submit it to the Frisco Public Art Manager. Artwork Donation Proposal forms are available online or in the Public Art Managers office.

2. Review by Art Selection Committee (ASC)

The ASC will review the Artwork Donation Proposal and will ask to see the actual work of art if it wishes to consider further the gift. If the ASC recommends acceptance of the work of art, and if need be make a recommendation as to the provisions for future maintenance needed for its acceptance. For donations appraised or estimated at a value of \$3000 or less the Public Art Board can act as the ASC.

3. Installation Readiness

In order to receive final acceptance from ASC, works of art should be professionally appraised and ready for installation. This means that two-dimensional works must be archivally framed and three-dimensional works must have a pedestal or appropriate hanging apparatus. The ASC can move artworks forward to the Public Art Board that are not installation ready if the ASC deems the artwork significant enough to the public art collection.

4. Review by the Public Art Board (PAB)

PAB will review the recommendation of the ASC and will vote to accept or deny the proposed donation and its maintenance provisions. PAB approval will not be final until any provisions for installation and future maintenance have been satisfied. ▬

5. Review by the City Council

All donations of 25,000 or more will be presented for approval to the City Council.

EXISTING WORKS OF ART: NON-PORTABLE

1. Initial Contact with the Public Art Manager.

In order for a donation to be considered, the potential donor must obtain and complete an Artwork Donation Proposal form and submit it to the Frisco Public Art Manager.

Artwork Donation Proposal forms are available online at www.friscotexas.gov

/programs/public art or can be obtained from the Public Art Manager.

Photographs of work(s) name of artist, medium, size date of execution and estimated value of work of art as well as a biography or resume of the artist must be included with Art Donation Proposal

If the donor has identified a specific site for the placement of the work(s) that it wishes to have considered, information about the site and the work of art in relation to the site should also be included in these materials.

Note: Any site which is suggested for a Frisco Park must go through the review process set forth by the Parks and Recreation Department.

2. Review by ASC

The ASC will review the Artwork Donation Proposal. If the ASC recommends acceptance of the proposal, it will also review any suggested site(s). If no site has been suggested, the ASC will recommend a process for site selection. . For donations appraised or estimated at a value of \$3000 or less the Public Art Board can act as the ASC.

3. Review by PAB

PAB will review the recommendation of the ASC and will vote to accept or deny the proposed donation and its maintenance provisions. PAB approval will not be final until any provisions for future maintenance have been satisfied. The ASC can move artworks forward to the Public Art Board that are not installation ready if the ASC deems the artwork significant enough to the public art collection.

4. Review by the City Council

All donations of 25,000 or more will be presented for approval to the City Council

Donors who come to the Public Art Manager for assistance early in their process and who work with the ASC to keep them advised of any developments will have a greater rate of acceptance than those who have not.

COMMISSIONED WORKS OF ART

1. Initial Contact with the Public Art Manager

In order for a donation to be considered, the potential donor must obtain and complete an Artwork Donation Proposal form and submit it to the Frisco Public Art Manager. Artwork Donation Proposal forms are available online at www.friscotexas.gov under programs/public art.

The Public Art Manager will meet with the donor to advise on how to select and work with an artist and how to select an art consultant and/or an art advisory committee. The art consultant and advisory committees can provide expert assistance on selection procedures, technical and budgetary concerns and on the uses, appropriateness, quality and variety of art options. A list of working art consultants is available.

NOTE: It is preferable for commissioned works to go through a two-phase process: first "in concept" and, second when the design has been selected. Donors of gifts are encouraged not to select specific designs prior to the approval "in concept" of the proposal and the site. If the proposed site is under the jurisdiction of any other city department, such as the Parks and Recreation Department, that department should also be contacted at this preliminary point and the project must simultaneously go through any review process set forth by that department.

2. Review "in concept" by ASC

Donors should submit a written proposal to ASC which includes such information as the process for selection of an artist(s) and of a site, medium, time frame and budget. The ASC will review the proposal and will make a recommendation to donor on changes to the proposal, if necessary. The ASC will subsequently make a recommendation to PAB for acceptance or denial and will begin to outline provisions for the future maintenance of the work of art.

3. Review "in concept" by PAB

PAB will review the recommendation of the ASC and will vote to accept or deny the donation "in concept".

4. Review of Design by ASC

When a site, an artist(s) and a specific design have been chosen, a model and/or scale representation of the design must be presented to ASC for review. The ASC will review the design and will make a recommendation for the approval or denial of the work of art. If ASC recommends approval of the work of art, the final recommendation for provisions of future maintenance will be included.

5. Review of Design by PAB

PAB will review the recommendation of the ASC and approve or deny the design of the work of art and the provisions for future maintenance.

Note: If, in the development and execution of the project, the concept or aesthetic of the work is substantially changed, the concept and design should be re-approved before the work will be considered for final acceptance.

6. Review and Final Acceptance of Completed Work of Art by the ASC and PAB

Both the ASC and PAB will review the completed work of art and approve or deny its acceptance by the City. Final approval will not be granted prior to the receipt of any required maintenance provisions.

7. Review by the City Council

All donations of 25,000 or more will be presented for approval to the City Council.

Donors who come to the Public Art Manager for assistance early in their process and who work with the ASC to keep them advised of any developments most likely will have a greater rate of acceptance than those who have not.

BEQUESTS FOR COMMISSIONING A WORK OF ART

Bequests for commissioning a work of art should go through the process outlined above and must include provisions for the administration of the commission as well as the future maintenance of the work of art as determined by the ASC and PAB.

BEQUESTS TO THE PUBLIC ART TRUST FUND

Bequests to the Public Art Trust Fund can vary in scope from being general gifts of unspecified use to gift which are of a specified scope. As an example the sponsor could stipulate that the bequest be used to purchase portable works by Native American artists, etc. Bequests to the Public Art Trust Fund are strongly encouraged and will be reviewed by ASC and PAB on a case by case basis.

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